

FY2004 Region 8 “Consolidated Funding Process (CFP)” Request for Proposals (RFP)

Contents

- I. Funding Opportunity Description**
 - a. Statutory authority
 - b. CFDA numbers
 - c. Eligible Activities
 - d. Program history
 - e. Indicators of success
 - f. Projects funded previously
- II. Award Information**
- III. Eligibility Information**
- IV. Application and Submission Information**
 - a. Proposal Schedule & Submission Requirements Table
 - b. Proposal Format
 - 1. Executive Summary
 - 2. Proposal
 - 3. Budget Narrative & Form
 - 4. Original Signature Page
 - 5. Checklist
 - 6. Letters of Support
- V. Application Review Information**
 - a. General Review Criteria
 - b. Program Specific Review Criteria
 - c. Ecosystems Protection Priority Focus Area Review Criteria
- VI. Award Administration Information**
- VII. Agency Contacts**
- VIII. Other Information**

Section I. FUNDING OPPORTUNITY DESCRIPTION

Title: ***FY2004 Region 8 Consolidated Funding Process (CFP) RFP***

Announcement Type: *Initial* announcement of the FY2004 process

Statutory Authority - Funding under this solicitation provides financial assistance for eligible activities authorized under Clean Water Act §104(b)(3).

CFDA Numbers & Titles:

- 66.463 -- National Pollution Discharge Elimination System (NPDES) -- Water Quality Cooperative Agreements
- 66.436 -- Total Maximum Daily Load program (TMDL) --
Surveys, studies and investigation Grants and Cooperative Agreements – Section 104(b)(3) of the CWA
- 66.461 -- Wetlands Protection Project Grants -- Wetlands Grants

CFDA Numbers & Titles cont....

- 66.610 -- Regional Geographic Initiative (RGI) --
Surveys, studies, investigations and special purpose Grants within the office of the Administrator
- 66.424 -- Source Water -- Surveys, Studies, Demonstrations and Special Purpose, Section 1442 of the Safe Drinking Water Act

Eligible Activities - Section 104(b)(3) of the Clean Water Act authorizes the award of grants for “... ***applied research, investigations, experiments, training, demonstrations, surveys, and studies*** relating to the causes, effects, extent, prevention, reduction and elimination of (water) pollution” to support the restoration of impacted watersheds, protection of pristine or high value watersheds or ecosystems, and water quality improvement.

Program History -In FY2001 Region 8 Ecosystems Protection Program (EPP) and Water Program (WP) redesigned our funding process in order to offer “one-stop-shopping” to applicants by sending out one Request for Proposal (RFP) that encompassed most our funding programs. In Region 8 we refer to this process as the “***Consolidated Funding Process and/or CFP***”. The Consolidated Funding Process is highly competitive, combines five funding areas under one joint annual solicitation, provides a focal point for the individual program review & evaluation, and finally consolidates the individual program funding recommendations into one final package for senior management approval.

Indicators of successful proposals – Since this is a highly competitive process, it may be helpful to know, generally, types of proposals that have been successful in the past:

- Proposals developed around the **eligible activities** under CWA 104(b)(3)
- Proposals which follow the **required format**,
- Proposals focused in an Ecosystems Program **priority or focus areas**
- Proposals focused on Concentrated Animal Feeding Operations, Impacts of Wet Weather Flows, Biosolids, Pretreatment, Wastewater Management and Infrastructure Security, emerging pollutants of concern.
- Proposals developed in connection with **local, regional, state or tribal plans or priorities**

- Proposals **developed in contact and in conjunction with relevant state or tribal processes** designed to promote coordination, collaboration and priority-setting for wetlands and other watershed projects, where such a process exists
- Proposals that **showcase innovation**
- Proposals that will lead to **results within a 2-year time frame**
- Proposals which demonstrate that the proposal is an **un-funded part** of a related, ongoing project with documented performance and progress, leveraging of resources from other partners
- Proposals with methods/tools/approaches which are **transferable** to other projects or locations and that actively disseminate results
- Proposals which demonstrate **commitment from organizations** or individuals key to the success of the project, especially those contributing financial or in-kind support
- Proposals with **budget narratives clearly justifying the requested funding** followed by a detailed budget form
- Proposals for Cooperative Agreements (only) that describe the anticipated level and nature of involvement between the Federal government and the recipient

Projects Funded previously – In the past CFP has provided financial assistance for eligible activities, as listed above in the Eligible Activities paragraph, to support restoration of impacted watersheds, protection of pristine or high value watersheds or ecosystems, and water quality improvement under the following five funding areas: *NPDES Water Quality Cooperative Agreements ; Total Maximum Daily Load (TMDL) Program Grants ; Wetlands Protection Project Grants; Regional Geographic Initiative (RGI); and Source Water Grants.* Proposals submitted have been considered for funding under the funding area(s) where they meet the criteria as determined by EPA and were evaluated based upon the degree to which the criteria were met under each of the grant-funding areas. Executive Summaries developed for several of the projects funded in FY2003 are available at our website.

Questions regarding this process will **only be accepted in writing via email at R8CFP@epa.gov**. Your request will be responded to (by phone) within 5 working days.

Section II. AWARD INFORMATION

Following previous RFPs under CFP we have received 140–150 proposals. Region 8 has been able to fund between 40-50 of these proposals each year. In the FY2003 CFP funding cycle, EPA Region 8 funded 57 out 145 proposals. In FY2004, we expect these numbers to vary based on the budget issued by Congress. Final decisions will not be made until funding is available. In the table below you will find award information within each funding area.

	NPDES Water Quality Cooperative Agreements	TMDL Program Grants	Wetlands Protection Project Grants	Regional Geographic Initiative
FY2003 Region 8 Allocation	\$761,740	\$210,000	\$1,570,000	\$399,000
FY2003 Average Award Amount	\$59,000	\$50,000	\$65,000	\$20,000
FY2003 Program Funding Cap	\$100,000	Requests may exceed \$100,000	\$100,000	\$30,000**
Match Requirements	Optional	Optional	25%	Optional
Type Of Assistance Instrument	Grant, cooperative agreement, Inter-Agency Agreement (IAG)	Grant, cooperative agreement, Inter-Agency Agreement (IAG), or contract support	Cooperative Agreements	Grant, cooperative agreement, Inter-Agency Agreement (IAG),
Anticipated Start Dates	30 days after award	30 days after award	30 days after award	30 days after award
Period Of Performance	Two years			Two years
Eligibility	States, Tribes, local Governments, Non-profit Orgs, federal agencies	States, Tribes, local Governments, Non-profit Orgs, federal agencies	States, Tribes, Local Governments	States, Tribes, local Governments, Non-profit Orgs, federal agencies

**** Proposals submitted under the Monitoring and Assessment Priority are eligible to request up to \$50,000 of RGI funding**

Section III. ELIGIBILITY INFORMATION

- States, tribes & local governments **are eligible** to apply for Wetland Program Grants.
- State water pollution control agencies, interstate agencies, other public or nonprofit agencies, institutions, organizations and individuals **are eligible** to apply for TMDL, Water Quality & RGI funding.
- Proposals demonstrating a 25% match **are eligible** for consideration under the Wetlands Grants Program
- Proposals for renewal or supplemental of existing projects **are eligible** to compete
- Incomplete proposals or proposals that do not follow the required format are **NOT eligible** and will be returned to the applicant without being reviewed under the FY2004 CFP Process.
- Email & fax submissions are **NOT eligible**.
- For-profit organizations are **NOT eligible** to apply directly to EPA for these funds.
- Routine program implementation, implementation of routine water quality protection or restoration measures, regulatory compliance or mitigation, land acquisition, recreational features such as hiking trails, purchase of vehicles, or completion of work which was to have been completed under a prior grant are **NOT eligible** activities.
- Proposals for research within the purview of EPA's Office of Research and Development are **NOT eligible**

Section IV. APPLICATION AND SUBMISSION INFORMATION

Incomplete applications, proposals not conforming to the following format and/or proposals postmarked after December 5, 2003 will be returned to the applicant without being reviewed under the FY2004 CFP Process.

Proposal Schedule & Submission Requirements Table

	Required Content	Required format	When to submit	Submitted to whom
Proposal	Executive Summary, pages 1 & 2 Proposal, pages 3-10 Budget pages 11 & 12 Original Signature Page, page 13 Checklist, page 14 Letters of Commitment/Support page 15-17	Word processing format saved in one file on <u>one</u> CD-ROM <u>Accompanied by one</u> paper copy, single sided 8 ½" X 11" paper in 12 point font.	Postmarked by Friday, December 5, 2003	<i>Consolidated Funding Process</i> ATTN: Jennifer Harris U.S. EPA Region 8 8P-W 999 18 th Street, Suite 300 Denver, CO 80202-2466 *Verification of receipt of your proposal will be sent email only.
Letters of Commitment and/or support	3 rd party affirmation of proposal idea & their intended support	3 paper copies of letters maximum per proposal	Must be included with proposal Submission on December 5th, as last page(s) of the paper copy of the proposal	See Above Address
Maps & Pictures	Applicable to proposal	Indicate on line 18 of the Proposal Executive Summary availability and/or location	Upon Request Only – <u>do not</u> include with your proposal	Requestor

IMPORTANT DATES TO REMEMBER

Friday, October 3, 2003 –

Mid October –

Friday, December 5, 2003 –

Wednesday, March 31, 2004 –

Date for release of FY2004 CFP RFP

Date for release of Wetlands program Guidance

**Date complete proposal (including all attachments) on CD & one hard copy must
be postmarked by**

Expected process completion date

Section IV. 2. PROPOSAL FORMAT

****Please note! Incomplete applications and/or proposals not conforming to the following format will be returned to the applicant without being reviewed under the FY2004 CFP Process. Verification of receipt of your proposal will be sent email only.**

Proposal is **required** to be saved in one complete file in a word processing format on **one CD-ROM** accompanied by one paper copy, single sided 8 ½" X 11" paper in 12 point font. Proposal length shall not exceed 17 pages.

- a. **Executive Summary – Pages one & two** (No more than two pages total)
- b. **Proposal – Pages three through ten** (No more than 8 pages total)
- c. **Budget – Page eleven & twelve** (No more than two pages)
- d. **Letters of Commitment and/or Support – Page thirteen through Fifteen** (No more than three letters, total, must accompany proposal, letters will not be accepted after the proposal deadline)
- e. **Original Signature Page – Page sixteen**
- f. **Checklist – Page seventeen**

a. Executive Summary – *No more than two pages* – **REQUIRED & must include the following in the order in which they appear below:**

1. **Descriptive Project title** (8 words or less)
2. **Indicate which State(s) in Region 8 the work will be done**
3. **Environmental Setting /Problems** (50 words or less)
4. **Major Goals** (50 words or less)
5. **Project Summary** (50 words or less)
6. **Funds Requested**
7. **Match** (for Wetlands must be 25%)
8. **Indication of whether or not you are willing to accept less funding in**
9. **Hydrological Unit Code** (<http://cfpub.epa.gov/surf/locate/index.cfm>)
10. **Latitude and Longitude of project site Name of Watershed**
11. **Indication of whether or not maps and/or pictures are available & location**
12. **Sponsoring Organization**
13. **Contact Name and Title**
14. **Address**
15. **Phone number(s)**
16. **Fax Number**
17. **Email address** (email addresses for two contacts)
18. **Tax Status** (e.g., local government, tribe, 501(c)(3) etc.):
19. **Tax ID#:**

b. Proposal – *No more than eight pages* - **REQUIRED & must include the following in the order in which they appear here:**

1. **Environmental problem description**
2. **Goals of the project**
3. **Description of project (should include)**
 - Ecosystem/watershed or industry sector targeted by project
 - Project location
 - Background information

- Work to be completed to achieve the goals listed above - including who is responsible for the work (staff or outside help)
- Approximate hours necessary to complete the work
- Equipment needs, sampling and analysis (Quality Assurance plan exists or will be developed) and location information

4. **Outputs and Progress Reports** - List outputs or deliverables that will be produced (e.g. manuals or other documents, videos, number of field days, etc). List when progress reports will be given to EPA and what will be included in the reports (e.g. status of each of the project goals and milestones, reasons for slippage, adjustments to completion dates). At a minimum semi-annual reports and two copies of final report(s) required. Provide EPA with water quality data via STORET, or in an electronic data deliverable (EDD) compatible with STORET.
5. **Milestones** - Include a milestones table or list (e.g. start, and completion dates) of what is to be achieved by certain dates. Events that will occur throughout the project that EPA will use to track progress. Note: Since actual project start dates are difficult to anticipate it is best to present milestones in a "Month 1, Month 2, Month 3, etc., format rather than specific dates.
6. **For Cooperative Agreements Only:** Describe the anticipated level and nature of involvement between the federal government and the recipient.

c. Budget – no more than two pages – REQUIRED and must include a detailed budget narrative & form Develop a paragraph budget narrative (no more than 200 words) explaining how you intend to use the money. Be as specific as possible in describing what will be accomplished under each category. The proposed budget must be in compliance with Office of Management and Budget circulars (www.whitehouse.gov/omb/circulars/index.html). Budget requests must conform to the following line items that specifically describe project costs, not program items or acronyms. Program categories such as "Education," "Restoration" or "Workshops" are too vague and do not indicate what is being paid for. These categories must be broken down into specific line items such as "Salaries," "Supplies" or "Equipment."

<u>Line Item</u>	<u>Additional Information the Applicant Must Provide</u>
Salaries & Benefits	List individual positions and the percentage of each individual's annual salary to be covered. Benefits must be a separate line item. RGI grants cannot cover the salaries of federal employees.
Travel	Travel must be project related - give a brief explanation.
Equipment	Describe each item. (Tangible non-expendable personal property with a useful life of more than one year and an acquisition cost of \$5000 or more per unit.)
Supplies/Materials	Provide examples of types of supplies/materials for which funding is requested. Supplies should include expendable items only.
Contractual Services	Provide a description of each service being contracted with a justification for the requested level of funding.
Printing/Outreach	Provide description of printing or promotional materials.
Other (Please describe)	List other <u>direct</u> project expenses (e.g., postage, long distance phone charges).

BUDGET FORM – REQUIRED – must included with proposal following budget narrative paragraph

Budget Category	RGI Funds Requested	Matching Contributions (Including In-Kind)	Anticipated Partner Contributions (In-Kind)	Total	What will be purchased and/or accomplished?
Salaries & Benefits					
Travel					
Equipment					
Supplies/ Materials					
Contractual Services					
Printing/ Outreach					
Other					
Totals					

***We recognize that minor adjustments to the budget may need to be made on the final application for successful applicants based on work plan negotiation.

d. LETTERS OF COMMITMENT and/or SUPPORT – Optional

If you wish you may provide letters of commitment from organizations or individuals key to the success of the project, especially those contributing financial or in-kind support. **We will not accept more than three letters total per proposal.** All letters of support must be included with proposal Submission on December 5th, as part d. of the paper copy of the proposal or they will be returned to the applicant.

e. Original Signature Block

SIGNATURE OF APPLICANT

(An original signature page must be received with this application)

I certify that the above information is true and accurate.

Signature of Executive Director or Project Officer Date

Name, Title

f. Consolidated Funding Process CHECKLIST - Please mark an X next to each component that applies to your proposal The purpose of the following checklist is to assist EPA in assuring all proposals are reviewed by the appropriate program experts and / or teams and is not intended to reflect priorities for funding

Eligible Activities

- ☐ Applied Research
- ☐ Investigations
- ☐ Experiments
- ☐ Training
- ☐ Demonstrations
- ☐ Surveys
- ☐ Studies

Water Program, NPDES WaterQuality Cooperative Agreements:

- ☐ Pretreatment
- ☐ Biosolids
- ☐ Wet Weather (e.g. storm water, sanitary sewer overflows)
- ☐ Concentrated Animal Feeding Operations
- ☐ Wastewater
- ☐ Coal Bed Methane
- ☐ Mining
- ☐ Emerging Pollutants of concern
- ☐ Other eligible activities that reduce, prevent, or eliminate direct discharges of pollutants in Surface Water

Ecosystem Protection Program

Priority Focus Areas

- ☐ Monitoring & Assessing the health of aquatic ecosystems to improve targeting and effectiveness of program actions”
- ☐ San Juan Mountain area in Colorado

Wetland Program areas:

- ☐ Project directly related to wetlands protection or assessment.

TMDL Development:

- ☐ End product is an assessment or monitoring information related to a 303(d) listed water- body for the development of a TMDL
- ☐ End product is an assessment of a 303(d) listed waterbody
- ☐ End product is a TMDL for a 303(d) listed waterbody
- ☐ End product is implementation of a TMDL

Regional Geographic Initiative

- ☐ Studies problems that are multi-media, demonstrates state, local and/or other stakeholder participation; and/or
- ☐ Geographically-based
- ☐ Fills critical gap in the Agency’s ability to protect human health and the environment
- ☐ Showcases places, sectors or innovative projects;
- ☐ Based on a regional, state, tribal or other strategic plan;
- ☐ Funding encourages coordination and cooperation between media programs and partners.

Source Water

- ☐ Source Water Protection

Section V. APPLICATION REVIEW INFORMATION

General Review Criteria Information – this information applies to all five funding areas

Funding under this solicitation provides financial assistance for eligible activities authorized under Clean Water Act §104(b)(3). In conjunction with Section 104(b)(3) of the Clean Water Act we will be accepting proposals for the following eligible activities: “... ***applied research, investigations, experiments, training, demonstrations, surveys, and studies*** relating to the causes, effects, extent, prevention, reduction and elimination of (water) pollution” to support the restoration of impacted watersheds, protection of pristine or high value watersheds or ecosystems, and water quality improvement.

- All proposals will be screened for eligibility under each of the grant programs described in the RFP and all eligible grant applications will be considered for funding. An EPA review panel will make the final determination regarding under which grant programs the project or separable components of a project may be considered.
- Once the deadline for receiving proposals has been reached, the proposals will be evaluated in the context of each of the five funding areas individually, followed by a joint review by a multi program panel. The multi program panel will make final recommendations to senior management. Senior management will make the final decisions.
- Final decisions will be held internally until EPA receives its final budget.
- Proposals for energy development require HQ and the Whitehouse review prior to award.
- Reviewers will be required to sign a disclosure of conflict of interest and will be removed from review of proposals where conflict of interest exists.
- Projects are not expected to meet all criteria under all grants and may focus on the criteria from one grant fund or several grant funds.
- Proposals will be evaluated based upon the degree to which the criteria are met under each of the grant-funding areas identified below.
- Awards will not be made exclusively based on the evaluation. In order to serve and reflect the geographic diversity of the Region, EPA will be funding high quality projects in various localities in the Region to insure adequate project distribution throughout Region 8.
- We expect that the selection process will be extremely competitive, and not all high quality proposals will be funded. **Strengthening factors** are used in Region 8 to break ties among applications with equivalent scores after evaluation against all other factors. We highly recommend reviewing the strengthening factors applicable to the different areas as well as these general strengthening factors:
 - Letter(s) of support & commitment
 - Demonstration that proposal is innovative
 - Indication that you are willing to take less funding than requested
 - Results within a 2-year time frame
 - Demonstration that the proposal is an un-funded part of a related, ongoing project with documented performance and progress, and leveraging of resources from other partners
 - Methods/tools/approaches are transferable to other projects or locations and actively disseminate results
 - The states, in Region 8, will be given a list of the proposals we receive, for their state, to review and rank and will also have the opportunity to comment on the draft funding recommendations. CFP considers proposals ranked high by the State as a strengthening factor and these proposals will be given additional points. We highly encourage you to incorporate state priorities into your proposal.
 - Cost sharing or match is not a review criterion. Match is, however, an eligibility factor

Five Funding Areas Review Criteria

NPDES - WATER QUALITY COOPERATIVE AGREEMENT GRANT CRITERIA (66.463)

Please refer to Region 8's FY 2004 Guidance for Water Quality Cooperative Agreement Proposals for priority funding areas and criteria that should be addressed in all proposals (available on our website or by calling Jennifer Harris at (303) 312-6254).

Funding for Water Quality Cooperative Agreement Grants: Clean Water Act, Section 104(b)(3), Public Law 92-500, as amended, 33 U.S.C. 1254(b)(3).

Assistance will be targeted to States, Tribes, interstate agencies, and other public or nonprofit organizations that commit to specific activities. Eligible activities should be of a relatively short time frame (1 to 2 years) with the ability to achieve and demonstrate results. All projects should have a point source (Concentrated Animal Feeding Operations, Impacts of Wet Weather Flows, Biosolids, Pretreatment, Wastewater Management and Infrastructure Security, and emerging pollutants of concern). **Grants are not to be awarded to fund ongoing State program activities.** Typical projects include development of model urban wet weather watershed protection strategies; development of State Combined Sewer Overflow or storm water control programs for targeted watersheds; development of acceptable programs to implement the biosolids regulations; and demonstration of pretreatment measures of program effectiveness. Funds may also be used to advance the knowledge of wet weather pollution problems. You can find specific program guidance at <http://epa.gov/region8/water/wastewater/npdeshome/npdesgrants.html>. Range of Financial Assistance: \$5,000 to \$100,000.

TOTAL MAXIMUM DAILY LOAD (TMDL) PROGRAM CRITERIA (66.436)

Projects must directly contribute to the development of a TMDL for a 303(d) listed water body and address non-point source issues to receive TMDL funds. The following projects will be given priority:

- Proposals reviewed and supported by the State TMDL programs

- Projects for water bodies that are identified on the State 303(d) list as high priority and/or targeted

- Projects that help achieve court-ordered TMDLs, per consent decree or settlement agreement

- Projects that contribute to the recovery of Endangered Species Act –listed

WETLANDS PROTECTION PROJECT GRANT CRITERIA (66.461)

The purpose of Wetland Protection Grants is to improve the success of compensatory mitigation, develop and implement wide area wetland monitoring programs, or to develop programs that will study or demonstrate protection of isolated wetlands. Proposals must include the following elements to be considered for wetlands funds: 1) the projects must contribute to the direct protection of wetlands, 2) the project must result in product/deliverable(s), 3) the project must address national and regional priorities (see guidance on our web site), 4) the project must be consistent with state/tribal/local government wetlands conservation priorities or strategy(s), and 5) The applicant must demonstrate a non-federal match of 25% of the total project cost.

The following activities **cannot** be supported with wetlands funds:

- Scientific research
- Wetland restoration involving earth-moving activities
- Purchase of office equipment.

States and local governments are eligible. Projects from non-government entities can be funded, but only as a pass-through grant to the lead wetland coordination agency and must be closely coordinated with them. Projects that collect environmental data must have an approved Quality Assurance plan and the data must be made available as a part of the existing public databases or lead to the creation of that type of database. Program Guidance should be available mid October and can be found at http://www.epa.gov/region08/community_resources/ecoprotection/104b3guidance.pdf. Range of Financial Assistance: \$5,000-\$100,000

REGIONAL GEOGRAPHIC INITIATIVE CRITERIA (66.610)

The Regional Geographic Initiative funds unique, geographically based projects that fill critical gaps in the Agency's ability to protect human health and the environment.

In Region 8, RGI funding supports projects in geographic areas in Colorado, Montana, North Dakota, South Dakota, Utah & Wyoming that have been identified as a high priority by the Region, States, Tribes, localities, or citizen groups due to high or potentially high human health or ecosystem risk, or due to significant potential for risk reduction or avoidance. RGI funding encourages coordination and cooperation between media programs and partners. Problems addressed by RGI often showcase innovative solutions. Although RGI funded projects frequently contribute to the goals of overarching, long term initiatives or plans, individual RGI projects are generally one or two years in duration, with four years generally being the maximum.

Range of assistance: \$1,000 – \$30,000 (*Proposals submitted under the Monitoring and Assessment*

Priority are eligible to request up to \$50,000, all other proposals are eligible to request up to \$30,000 per proposal).

RGI review criteria continued...

RGI proposals will be evaluated on how well they:

- ***Address problems that are multi-media [E.G. Water, Air, Hazardous Waste, Etc.] in nature***
- ***Fill a critical program gap in the protection of human health and the environment***
- ***Will address places, sectors***
- ***Will demonstrate innovation;***
- ***Demonstrate that they are based on a regional, state, tribal or other strategic plan;***
- ***Demonstrate state, local and/or other stakeholder participation***

The Ecosystem Protection Program Priority Focus Areas will receive additional weight under RGI review & evaluation; proposals addressing this area will rank higher.

Source Water Grants (66.424)

The Source Water program is looking for proposals that will use the results of the source water assessment to move to protection, which includes addressing sources of existing contamination, and activities or facilities that pose a threat, but do not currently contribute contaminants to the water source. This is for both surface and ground water. Those water systems that need to do their own assessment, such as those in Indian Country or in Wyoming that did not opt into the state's process, should complete an assessment as part of the project. Match is optional.

Proposals will be evaluated on how well they:

Use source water assessment information to address existing sources of contamination to surface or ground water which are currently, or will be used in the future as a source for public water supply

Use source water assessment to prevent future contamination of surface or ground water which are currently, or will be used in the future as a source for public water supply

Complete or update a source water assessment for a public water system and plans to address exiting or potential sources of contamination that impact or threaten the water supply.

ECOSYSTEM PROTECTION PROGRAM - PRIORITY FOCUS AREAS REVIEW CRITERIA

The Ecosystem Protection Program Priority Focus Areas will receive additional weight under RGI review and evaluation; proposals addressing this area will rank higher. Wetlands, TMDL and Water Quality funding consider proposals addressing Priority Focus areas as a strengthening factor; proposals addressing these areas will receive additional points.

Focus Area 1) - Monitoring & assessing the health of aquatic ecosystems to improve targeting and effectiveness of program actions

We are especially interested in and during our review & evaluation will give additional weight or points to proposal activities developed around the Ecosystem Protection Program FY2004 Focus area theme “Monitoring & Assessing the health of aquatic ecosystems to improve targeting and effectiveness of program actions”. Proposals submitted under the Monitoring and Assessment Priority are eligible to request up to \$50,000 of RGI funding.

Proposals will be evaluated against how well they meet both of the following required criteria:

- 1) Demonstrate the use of sound monitoring and assessment science, including clearly identified objectives and appropriate monitoring designs, indicators, data collection and analysis/assessment methods, QA, and data management;*
- 2) addresses one or more of the following Agency-identified priorities for monitoring and assessment, such as*
 - Improving biomonitoring and bioassessment tools*
 - Developing indicators*
 - Building tools to facilitate data management, data sharing, and data interpretation*

Considering how highly competitive the funding is for this RFP we encourage you to address any or all of the following strengthening factors for monitoring & assessment projects. Proposals addressing these strengthening factors will be given additional points, for each factor that has been met, as determined by EPA Region 8. Proposals that:

- a) Fill important information or data gaps at a regional, statewide or watershed scale (proponent will be expected to make this case); or*
- b) Support development of improved monitoring and assessment tools and methods*
- c) are designed with effective coordination and/or collaboration with key agencies and monitoring entities in order to maximize use of monitoring resources*

Focus Area 2) - The San Juan Mountain area in Colorado

We are also interested in and will give additional weight or points to proposal activities developed around the Ecosystem Protection Program FY2004 Cross Cutting Focus area theme “**The San Juan**

mountain area in Colorado". Proposals developed around this geographic focus area, which is new for FY2004, will be evaluated against how well they address protection and restoration of aquatic resources.

Section VI. AWARD ADMINISTRATION INFORMATION

The anticipated announcement of funding recommendations is April of 2004 contingent upon availability of funding. Applicants will be notified in writing of the outcome of the selection process after all awards have been finalized (last year this was in mid-June).

If your proposal is funded, you will be invited to complete the full EPA assistance agreement application package. Most of the information required in the full package will have already been submitted with the proposal. There are, however, a number of additional forms and pieces of information that EPA requires before releasing the funds. This could include a Quality Assurance Project Plan (QAPP) /Quality Control plan (QAQC) if data will be collected for the project, disclaimers regarding lobbying activities, statements of organizational status and so forth. Specific financial and other reporting requirements will be identified in the EPA award agreement.

There will be programmatic conditions to adhere to depending upon which funding area a proposal is selected under. These special conditions include but are not limited to following EPA guidance on work plan development, collection of data, annual reporting, final report formatting, training requirements, etc. These conditions will be included in the award agreement and will be available upon request before the award.

Dates for work plan and application submittal will be available following the announcement of FY2004 decisions.

Water Quality Cooperative Agreement award applications must be in by September 30, 2004. The application may be cancelled if arrangements are not made for a later submittal date.

Before money is awarded, the applicant must ensure that proper systems are in place to track and administer funds. Applicants shall demonstrate the ability to achieve the goals of the project by referencing past accomplishments, supplying resumes of project leads, etc.

Should the selection be disputed, the Region will adhere to the dispute resolution process in accordance with 40 CFR 30.63 and Part 31, subpart F.

Section VII. Agency Contacts

FUNDING SOURCE	PROGRAM MAIN POINT OF CONTACT	PROGRAM BACKUP CONTACT
Water Quality Project Grants	Jennifer Harris 303-312-6254 harris.jennifer@epa.gov	Debra Thomas 303-312-6373 thomas.debrah@epa.gov
TMDL Program Funding	Kathy Hernandez 303-312-6101 hernandez.kathryn@epa.gov	
Wetlands Protection Project Grants	Brent Truskowski 303-312-6946 truskowski.brent@epa.gov	
Regional Geographic Initiative	Pam Dougherty 303-312-6012 dougherty.pam@epa.gov	
Source Water Funding	Marcella Hutchinson 303-312-6753 Hutchinson.Marcella@epa.gov	

Section VIII. Other

- *EPA reserves the right to reject all proposals or applications and make no awards.*
- *Final decisions will not be released until EPA Region 8 has received FY2004 funding.*
- *If you cannot access the Internet to download this document or other documents in association with this RFP you may request paper copies by contacting one of the Region 8 staff members listed on the contact sheet in Section VII of this solicitation.*
- *This RFP contains all the information you need to apply. Please note, that there may be references to specific websites that may contain some additional material that you may wish to access.*
- ***Caution! Do not include confidential information on this application. The information on this application may be subject to public review.*

